



Department of Property & Procurement

Government of the United States Virgin Islands

3274 ESTATE RICHMOND, CHRISTIANSTED, U. S. VIRGIN ISLANDS 00820

8201 SUB BASE, 3RD FLOOR, ST. THOMAS, U. S. VIRGIN ISLANDS 00802

ST. CROIX MAIN OFFICE: 340.773.1561 | ST. THOMAS MAIN OFFICE: 340.774.0828

ST. CROIX FAX: 340.773.0986 | ST. THOMAS FAX: 340.774.9587

[HTTP://DPP.VI.GOV](http://dpp.vi.gov)



December 9, 2021

AMENDMENT #1- IFB007DOHT22 (S)– Janitorial Services at various locations for the Department of Health in the St. Thomas/ St. John District

DELETE: Old Project Description- Janitorial Services for the Eldra Schulerbrandt Residential Facilities in the St. Thomas/ St. John District

INSERT: New Project Description- Janitorial Services at various locations for the Department of Health in the St. Thomas/ St. Thomas/ St. John District

DELETE: Old Due Date- Thursday, December 16, 2021, at 10:00 AM, AST

INSERT: New Due Date- Thursday, December 23, 2021, at 10:00 AM, AST

DELETE: Old Open Bid Meeting Date- Friday, December 17, 2021, at 10:00 AM, AST

INSERT: New Open Bid Meeting Date- Friday, December 24, 2021, at 10:00 AM, AST

DELETE: Old Scope of Work

INSERT: New Scope of Work

INSERT: New Bid Continuation Sheet

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.

BIDDERS MUST ACKNOWLEDGE RECEIPT OF THIS AMENDMENT WITH THEIR BID PROPOSAL.

Scope of Work for Infants and Toddlers/ Maternal Child Health Locations

The Scope of Services contained therein is intended to outline the general Contractor requirements under this Invitation for Bid (IFB) for janitorial services for the Department of Health Offices located through the St. Thomas/St. John District.

The contractor will furnish all labor and equipment to provide the following:

1. Sweep and mop tiled floors.
2. Dust file cabinets, cubicles, and desks.
3. Clean chairs and polish tables.
4. Clean kitchen – clean and disinfect sink, sweep, and mop floor, clean countertop, and tables.
5. Clean front door, glass windows, and blinds.
6. Empty all trash receptacles, replace with new bags, and dispose of all trash in receptacle located outside the building.
7. Wash and disinfect trash receptacles.
8. Disinfect door handles and light switches.
9. Clean water dispenser.
10. Clean inside and outside of microwave oven, stove, and refrigerator.
11. Spot clean walls and partitions to remove stains and marks.

Work must be performed weekly (Tuesday and Friday) between 1pm – 5pm, unless otherwise indicated. All contractors are required to conduct site visits using the contract information provided on the continuation sheet. Should additional information be required, please contact Assistant Commissioner Lisa Alejandro at lisa.alejandro@dpp.vi.gov. The government is seeking to make multiple awards.

Scope of Work for Eldra Schulerbrandt Residential Facility

The Scope of Services contained therein is intended to outline the general Contractor requirements under this Invitation for Bid (IFB) for janitorial services for the Department of Health for the Eldra Schulerbrandt Residential Facility located at 4185 Anna's Retreats and 4158 Anna Retreat Annex in the St. Thomas District.

The contractor will furnish all labor and equipment to provide the following:

1. Sweep and mop tiled floors.
2. Dust file cabinets, cubicles, and desks.
3. Clean chairs and polish tables.
4. Clean kitchen – clean and disinfect sink, sweep, and mop floor, clean countertop and tables.
5. Clean front door, glass windows, and blinds.
6. Empty all trash receptacles, replace with new bags, and dispose of all trash in receptacle located outside the building.
7. Wash and disinfect trash receptacles.
8. Disinfect door handles and light switches.
9. Clean water dispenser.
10. Clean inside and outside of microwave oven, stove, and refrigerator.
11. Spot clean walls and partitions to remove stains and marks.

Work must be performed weekly (Tuesday and Friday) between 1pm – 5pm, unless otherwise indicated.

CONTINUATION SHEET

(Supply Contract)

Contract, Order, or Invitation No.
(As Applicable)

Page No.

IFB007DOHT22 (S)

ITEM NO.	DEPARTMENT OF HEALTH JANITORIAL SERVICES STT/STJ	UNIT	UNIT PRICE	AMOUNT
1A	<p style="text-align: center;"><u>DEPARTMENT OF HEALTH</u> <u>Behavioral Health, Alcoholism, and Drug</u> <u>Dependency</u></p> <p>Eldra Schulerbrandt Residential Facility Annex 4185 Annas Retreat St. Thomas, VI 00802</p>	Month	\$ _____	\$ _____
	<p>Eldra Schulerbrandt Residential Facility 4185 Annas Retreat St. Thomas, VI 00802 Contract Person: Lauris Harley (340) 340-244-8890</p>	Month	\$ _____	\$ _____
2	<p style="text-align: center;"><u>DEPARTMENT OF HEALTH</u> <u>Maternal Child Health</u></p> <p>Elainco Building 78-1, 2 & 3 Section H Second and Third Floor St. Thomas, VI 00802 Contact Person: Charmaine Meyers 340-777-8804 x: 2706</p>	Month	\$ _____	\$ _____
	<p style="text-align: center;"><u>DEPARTMENT OF HEALTH</u> <u>Infants and Toddlers</u></p> <p>Elainco Building Estate Contant #78-1, 2, 3 St. Thomas, VI 00802 Contact Person: Patricia Sprauve 340-777-8804 x: 2629</p>	Month	\$ _____	\$ _____

Name of Bidder: